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Security InformationContract Section
Report for week ended May 13, 1953

25X1A5a1

Procurement Officer	Executed Cases		Actual Cost	Other Documents
	Contract	Documents		
[REDACTED]	-	-	\$ -	-
	1	-	56,403	-
	4	-	27,599	-
	1	-	38,426	-
	-	-	-	1
	-	-	-	-
	1	-	17,825	1
	-	-	-	6
	7	-	\$140,253	8

Business Pending End of Period
Status by Individual Procurement Officer of Contract Documents Pending

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Status Code	Total	No add'l action by			Total	Grand Total	Est. Value	Other Documents
		Proc. Officers						
A B C D E		F-1	F-2	F-3				
9 - 1 2 1	13	-	-	1	1	14	\$196,135	16
1 2 - 5 2	10	2	2	1	5	15	122,234	4
3 2 13 2 -	20	14	2	1	17	37	159,404	5
-10 3 1 -	14	1	2	1	4	18	120,058	3
- - - - -	-	2	4	-	6	6	51,578	2
7 1 - 1 1	10	1	2	-	3	13	385,646	-
2 5 3 4 -	14	5	4	1	10	24	825,771	-
- 8 - - -	8	-	3	-	3	11	-	12
5 3 - 1 1	10	1	-	-	1	11	1,359,328	-
27 31 20 16 5	99	26	19	5	50	149	\$3,220,154	42

Status of Contract Documents Pending as of May 13, 1953

A. No Action	27	
B. Pending receipt of more detailed information	31	
C. Pending bid opening and awards	20	
D. Negotiations Underway	16	
E. Pending drafting of contractual documents	5	99
F. No further action required by procurement officers:		
1. Pending typing and mailing to contractor:	26	
2. Pending signature of contractor:	19	
3. Pending final clearance and signature by C.O.	5	50
		149

NOTE: 27 actual requisitions and 35 memos and letters were received during the week which will require contract or other action by the Contract Procurement Officers. Since in many cases two or more of these documents will be consolidated into one action, these figures do not mean that 62 separate actions will be required. The figures above of contract action requests received, completed, or pending are on this consolidated basis. The consolidations, cancellations and transfers resulted in net new contract actions of 40.

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PURCHASE SECTION REPORT
For Week Ended 13 May 1953Requisitions

Balance pending end of previous week	237
Received during week	<u>173</u>
	410
Completed during week	<u>148</u>
Balance pending end of week	<u>262</u>

Purchase Orders Issued

221

\$69,340.78

Backlog of Typing

Purchase Orders	30
Correspondence	1
Invitations to Bid	8
Bills of Lading	<u>1</u>
Total	40

Status of Pending Requisitions*A. Without Action

Held less than 15 days	54	\$8,550.00
Held more than 15 days	<u>0</u>	-0-
Total Without Action	54	<u>\$8,550.00</u>

B. With ActionPending Information from Requisitioning Office

Held less than 30 days	23	\$26,206.63
Held more than 30 days	<u>1</u>	300.00
Total	24	<u>\$26,506.63</u>

Pending Receipt or Opening of Bids

Held less than 30 days	100	\$24,400.00
Held more than 30 days	<u>0</u>	-0-
Total	100	<u>\$24,400.00</u>

Pending Clearance from GPO and/or GSA

Held less than 30 days	5	\$1,250.00
Held more than 30 days	<u>0</u>	-0-
Total	5	<u>\$1,250.00</u>

Pending Completion of Service and/or Billing

Held less than 30 days	79	\$1,430.00
Held more than 30 days	<u>0</u>	-0-
Total	79	<u>\$1,430.00</u>

Total With Action

208

\$53,586.63

C. Total Pending Requisitions

262

\$62,136.63

D. Total Hours of Overtime during the past week: 15

* Details for each Purchasing Agent are in Purchase Section.

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